

[GO TO TABLE OF CONTENTS](#)

[GO TO INDEX](#)

## CHAPTER 4 RECORDER'S FEES

IC 36-2-7-10 provides that the recorders of the various counties of this state shall on behalf of their respective counties, tax and collect, upon proper books to be kept in their offices for that purpose, the fees and amounts provided herein on account of services rendered by said recorders. The fees and amounts so taxed, which shall be in full for all services of the recorder, shall be designated as "Recorder's Fees": Provided, that they shall not belong to or be the property of the recorder, but shall belong to and be the property of the county and shall be paid into the county treasury at the close of each calendar month. The fees shall supersede all other recording fees required by law to be charged for services rendered by the county recorders. The fees to be taxed and collected are as follows:

- (1) Six dollars (\$6.00) for the first page and two dollars (\$2.00) for each additional page of any document the recorder records if the pages are not larger than eight and one-half (8 ½) inches by fourteen (14) inches.
- (2) Fifteen dollars (\$15.00) for the first page and five dollars (\$5.00) for each additional page of any document the recorder records, if the pages are larger than eight and one-half (8 ½) inches by fourteen (14) inches.
- (3) For attesting to the release, partial release, or assignment of any mortgage, judgment, lien, or oil and gas lease contained on a multiple transaction document, the fee for each transaction after the first is the amount provided in subdivision (1) plus the amount provided in subdivision (4) and one dollar (\$1.00) for marginal mortgage assignments or marginal mortgage releases.
- (4) One dollar (\$1.00) for each cross reference of a recorded document.
- (5) Three dollars (\$3.00) per page for furnishing typewritten copies of records.
- (6) One dollar (\$1.00) per page not larger than eight and one-half (8 ½) inches by fourteen (14) inches for furnishing copies of records produced by a photographic process, and two dollars (\$2.00) per page that is larger than eight and one-half (8 ½) inches by fourteen (14) inches.
- (7) Five dollars (\$5.00) for acknowledging or certifying to a document plus fifty cents (\$0.50) per page for proofreading any copy presented for certification.
- (8) One dollar (\$1.00) for each deed the recorder records, in addition to the other fees for deeds, for the county surveyor's corner perpetuation fund for use as provided in IC 32-1-1-10 or IC 36-2-12-11(e).
- (9) A fee in an amount authorized under IC 5-14-3-8 for transmitting a copy of a document by facsimile machine.
- (10) A fee in an amount authorized by an ordinance adopted by the county legislative body for duplicating a computer tape, a computer disk, an optical disk, microfilm, or similar media. This fee may not cover making a handwritten copy or a photocopy or using xerography or a duplicating machine.

(11) A supplemental fee for recording a document in an amount authorized by an ordinance adopted by the county legislative body that:

- (a) is paid at the time of recording; and
- (b) does not exceed three dollars (\$3.00) for recording a single document.

The fee under this subdivision is in addition to other fees provided by law for recording a document.

The county treasurer shall establish a recorder's records perpetuation fund. All revenue received under subsection 5, 6, 9, 10 and 11 shall be deposited in this fund. The county recorder may use any money in this fund without appropriation for the preservation of records and the improvement of recordkeeping systems and equipment.

As used in this section, "record" or "recording" includes the functions of recording, filing, and filing for record.

The county recorder shall post the fees set forth in subsection (b) in a prominent place within the county recorder's office where the fee schedule will be readily accessible to the public.

The county recorder may not tax or collect any fee for:

- (1) recording an official bond of a public officer, a deputy, an appointee, or an employee; or
- (2) performing any service under any of the following:
  - (a) IC 6-1.1-22-2(c).
  - (b) IC 8-23-7.
  - (c) IC 8-23-23.
  - (d) IC 10-5-4-3.
  - (e) IC 10-5-7-1(a).
  - (f) IC 12-14-13.
  - (g) IC 12-14-16.

The state and its agencies and instrumentalities are required to pay the recording fees and charges that this section prescribes.

IC 32-8-3-3 provides a charge of two dollars (\$2.00) for mailing, first class, a Mechanics Lien Notice for each notice that is mailed.

UNIFORM COMMERCIAL CODE  
SCHEDULE OF FEES  
[IC 26-1-9-401]

	<u>Regular Fee</u>
Financing Statement filed and indexed:	
If collateral is not fixtures	\$ 8.00
If collateral is fixtures	9.00
Continuation Statement filed and indexed:	
If collateral is not fixtures	4.00
If collateral is fixtures	5.00
Statement of Assignment filed and indexed:	
If collateral is not fixtures	4.00
If collateral is fixtures	5.00
Financing Statement showing Assignment filed and indexed:	
If collateral is not fixtures	9.00
If collateral is fixtures	10.00
Amendment of Financing Statement	4.00
Amendment of Termination Statement or Release	No Fee
Release of any part of collateral filed and indexed	4.00
Termination Statement	No Fee
Copies of Filed Documents:	
Search	1.00
Per Page of Copy Requested	.50
Requests for Information for Statement Index:	
Search	(for each debtor name) 1.00
Each Statement Reported	.50
To Issue an Information Certificate	1.00
Certification of Copies:	
Certification Fee (no statutory amount)	
Per Page of Copy	.50

UNIFORM COMMERCIAL CODE FEE SCHEDULE

UCC-1 FINANCING STATEMENTS

Indiana Approved Forms (5 x 8 with white, green and pink copies)	\$ 8.00
with oversize attachment (larger than 5 x 8)	12.00
Non-Standard Forms (other than 5 x 8 with white, green and pink copies)	12.00
If oversize or with oversize attachment (larger than 5 x 8)	16.00

UCC-2 FINANCING STATEMENTS (Fixture)

Indiana Approved Forms (5 x 8 with lavender, green and pink copies)	\$ 9.00
with oversize attachment (larger than 5 x 8)	13.00
Non-Standard Forms (other than 5 x 8 with lavender, green and pink copies)	13.00
If oversize or with oversize attachment (larger than 5 x 8)	17.00

PLEASE NOTE: When filing UCC-1 or UCC-2, an additional fee of \$1.00 for each of the following is charged: (1) Indicating an Assignment, (2) Indexing each Debtor's name after the first, including spouse, trade names, d/b/a; partner and division name.

UCC-3 CONTINUATION, AMENDMENT AND ASSIGNMENTS

Indiana Approved Forms (5 x 8 with white, green and pink copies)	\$ 4.00
with oversize attachment (larger than 5 x 8)	8.00
Non-Standard Forms (other than 5 x 8 with white, green and pink copies)	8.00
If oversize or with oversize attachment (larger than 5 x 8)	12.00

UCC-4 CONTINUATION, AMENDMENT AND ASSIGNMENTS (Fixture)

Indiana Approved Forms (5 x 8 with lavender, green and pink copies)	\$ 5.00
with oversize attachment (larger than 5 x 8)	9.00
Non-Standard Forms (other than 5 x 8 with lavender, green and pink copies)	9.00
If oversize or with oversize attachment (larger than 5 x 8)	13.00

PLEASE NOTE: When filing a continuation partial release, assignment or an Amendment (which adds or changes a name) an additional fee of \$1.00 for indexing each debtor's name after the first, including spouse, trade names, d/b/a; partner and division name. This also includes an amendment to the debtor's name.

PARTIAL RELEASES AND TERMINATIONS

UCC-1 and UCC-2 Pink Termination Statement signed by secured party	No Fee
UCC-3 and UCC-4 Indicating a Termination	No Fee
UCC-3 and UCC-4 Indicating a PARTIAL RELEASE	\$ 4.00
<u>Non-Standard Forms</u> - UCC-3 indicating a partial release	8.00
UCC-4 indicating a partial release	9.00
UCC-3 indicating termination	4.00
UCC-4 indicating termination	5.00

PLEASE NOTE: All statements must indicate request for termination

UCC-11 - INFORMATION REQUESTS

Information for each debtor	\$ 1.00
Information request list per statement and assignee	.50
Copies per page	.50
Copy Certification Request per seal	1.00

SERVICES FOR WHICH NO FEES ARE COLLECTIBLE

For the services set out below no fees shall be taxed and collected by county recorders:

State, County, or Municipal Highway Right-of-Way or Easements: For recording any right-of-way or easement acquired by the Indiana Department of Transportation. This would also include the purchase of any right-of-way. [IC 8-23-7-31 and IC 8-23-23-1]

UCC - Requests for Duplicates: For marking file number and date and hour of filing on three or less extra copies of a statement or document filed under Article 9 of the Uniform Commercial Code.

Veterans' Discharge Papers: For recording discharges from military service of the United States of members of any branch of the service who are residents of Indiana. [IC 10-5-4-3]

Certified Copies to Veterans, Widows or Dependents: For providing one (1) certified copy of any document or record if it is shown that the certified copy is necessary to secure benefits to members of the military service, to honorably discharged veterans, or their widows, or dependents, under any federal or state law. Provided, that if the person requests more than one (1) certified copy of the document or record there may be a charge of not more than the amount specified in IC 36-2-7-10(b). The words "honorably discharged veterans" shall include those persons placed on inactive duty under honorable conditions but not discharged from military service. [IC 10-5-7-1]

Official Bonds: For recording official bonds of any public officer, deputy, appointee or employee. [IC 36-2-7-10] This includes official bonds of all officers, deputies, appointees and employees of all state and local governmental units, or agencies thereof, including bonds of school extra-curricular treasurers, or other official bonds purchased by or on behalf of a governmental unit or agency.

Old Age Assistance Certificates: For filing old age assistance certificates, entry of the abstract thereof, and satisfaction of lien. [IC 12-14-13-5]

Other Free Recordings: (1) Supplemental assistance liens concerning blind persons and disabled persons, IC 12-14-16-1; and (3) certain surveys, legal descriptions and plats, IC 6-1.1-22-2(c).

#### TAXING UNLAWFUL FEES

It shall be unlawful for any officer in this state, under color of his office, to tax, or permit to be taxed, in his office, any fee or sum of money that is not legally allowable under the statute or statutes of the state. [IC 5-7-2-1]

No county or township officer in this state shall, under color of his office, charge, tax up or receive, or permit to be taxed up or received, in relation to any service in or about this office, any fee or sum of money except such fee or sum of money as is plainly specified in the acts to which this is supplemental, without resort to implication. [IC 5-7-2-2]

An officer who knowingly: (1) Taxes any fees or makes any charges for services he does not actually perform; (2) charges for any services any rate or fee other than that allowed by statute; or (3) fails to enter, tax, or charge at the proper time the proper fees for services; commits a Class A misdemeanor and is liable personally upon his bond for any damage or loss sustained by the county. [IC 36-2-7-18]

[GO TO TABLE OF CONTENTS](#)

[GO TO INDEX](#)